

Montana Operations Manual  
**Breastfeeding Policy**

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<b>Issuing Authority</b>	Department of Administration	<b>Effective Date</b>	December 22, 2009
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**Policy Purpose:** State agencies shall support and encourage women who wish to breastfeed, accommodate women’s breastfeeding-related needs, and ensure adequate facilities for the expression of milk.

A state agency may adopt supplemental procedures that are consistent with this policy.

**Scope:** This policy covers all positions in Montana’s executive branch except those employed by the Montana university system, the Montana State Fund, the personal staff of elected officials, and any other position specifically excluded under sections 2-18-103 and 104, MCA.

**Procedures:** State agencies must make reasonable efforts to provide suitable space, privacy, and time for nursing mothers to breastfeed or express milk.

**A. Provide Space**

The space must:

1. be in reasonably close proximity to the work area;
2. be other than a toilet stall;
3. be clean;
4. provide privacy; and,
5. include necessary lighting, seating, and electrical outlets for the pump apparatus.

**B. Storage**

State agencies are encouraged to provide storage facilities for breast milk upon the request of an employee.

**C. Break Times**

Agency management must act in good faith to accommodate necessary break times. Management is not required to provide break time if doing so would unreasonably disrupt the agency’s operations.

If an agency provides break time, employees should, if possible, use this time to breastfeed or express milk. If break time is not

provided, state agencies must provide employees unpaid break time to breastfeed or express milk, in accordance with the following guidelines:

1. The agency and employee will attempt to establish a mutually-agreeable breastfeeding or expressing milk schedule.
2. The agency may reasonably adjust the number of breaks and length of break time used to breastfeed or express milk to accommodate the employee or when necessary to minimize workplace disruption.

**D. Transporting Nursing Children in State Vehicle:**

Women, while conducting state business, may transport nursing children in a state vehicle, as provided in ARM 2.6.204(1)(b)(v).

**Resources:**

The Department of Administration's Health Care and Benefits Division provides information and resources on their website at <http://benefits.mt.gov/Breastfeeding.asp>.